



CITY OF AKRON, OHIO
POLICE DIVISION
MICHAEL T. MATULAVICH, CHIEF OF POLICE

NUMBER P-2007-010	EFFECTIVE DATE November 5, 2007	RESCINDS P-95-006 Issued 3-29-95 and P-96-010 Issued 6-10-96
SUBJECT Transportation and Prisoner Control Procedure	ISSUING AUTHORITY Chief Michael T. Matulavich	

I. POLICY

All officers will insure the safe and effective transportation of all prisoners and civilians under the control of the Akron Police Department and properly attend to the immediate medical needs of injured persons under arrest or in custody.

II. PROCEDURE

A. GENERAL INFORMATION

1. All prisoners will be handcuffed behind their back and the handcuffs will be double locked. There are exceptional situations where it is not practical to handcuff an individual; i.e., injured individuals, age of the offender.
2. Officers will inspect their vehicles for contraband before they go into service and after they have transported a prisoner.
3. The arresting officer will provide the Prisoner ID copy of the Field Arrest/Summons form to the transporting officer before the prisoner is transported.
4. No prisoner shall be placed into a vehicle until he has been searched.
5. This procedure shall not restrict an officer from making a necessary search of a prisoner of the opposite sex for evidence in a felony arrest when an officer of the same sex as the prisoner is not available.
6. When any person of the opposite sex is transported, the transporting officer will advise the dispatcher of the starting and ending mileage by radio. Civilian observers are exempt from this procedure.
7. A transporting officer is required to maintain sight of the prisoner at all times, unless the prisoner is secured in a police vehicle or holding cell. In cases where it is inappropriate for an officer to observe a prisoner of the opposite sex, an officer of the same sex as the prisoner will be called to assist.

8. Officers transporting prisoners shall not respond to calls, other than additional prisoner pickups, unless there is a clear risk of physical harm to a third party and the risk to the prisoner is minimal. In no case will a vehicle transporting a prisoner become involved in a vehicle pursuit.
9. Transporting officers will be responsible for the safety and security of all prisoners they transport.
10. Whenever a prisoner is transported to a facility that is equipped with a security gate at the prisoner entrance, the officer will insure that the gate is closed prior to removal of the prisoner from the wagon.
11. No prisoners should be escorted through the main entrance of the police station.
12. Any specialty unit anticipating multiple arrests will assign a member of that unit to a prisoner wagon for the purpose of transporting prisoners arising from that detail. This will allow patrol wagons to stay in service for normal dispatched calls; e.g., SNUD raids, Gang Unit sweeps, DUI task force, curfew sweeps, Summit County Task Force.
13. Detectives wishing to interview inmates from the Summit County Jail will be responsible for transporting the inmates from the jail to the police station and then returning the inmate at the conclusion of the interview.
14. When a wagon is not available for transport and the prisoner is not violent or attempting to do damage to the cruiser, the arresting officer should transport the prisoner.
15. When it becomes necessary for the prisoner to be transported in a vehicle, other than a prisoner wagon, the prisoner will be placed in the passenger side rear seat. The child safety locks on the back doors and windows must be engaged so that the prisoner cannot open the doors from the inside. For safety reasons the officer will remove all equipment and other items from the rear seat area.
16. Individuals with disabilities will be transported by cruiser when, due to their physical condition, it is inappropriate to transport by wagon.
17. Transporting to a detoxification facility:
 - a. The primary officer is responsible for determining the prisoner's eligibility for the service and the availability of a bed.
 - b. The prisoner may not be taken to a detoxification facility if violent or threatening at the time of contact.
 - c. Injuries will be treated prior to taking a person to a detoxification facility.

- d. The transporting officer will complete and sign the form provided by the facility.
- 18. No officer shall allow a prisoner to walk behind them unless there is another officer behind the prisoner.
- 19. It is recommended that the number of prisoners does not exceed the number of escorting officers, with the exception of court security personnel.
- 20. Whenever an officer believes that a prisoner is an escape risk, the prisoner shall be shackled.

B. INJURED PRISONERS


- 1. When a prisoner has sustained an injury or claims an illness, the officer will arrange medical attention. The officer will then, without delay, notify his supervisor. The supervisor will decide if an investigation is necessary.
- 2. When the treatment of a prisoner requires more than a reasonable amount of time or the prisoner is to be admitted, the shift commander will decide if the prisoner is to be guarded. When a prisoner is left at a hospital for treatment, the transporting officer will:
 - a. Attach the Prisoner ID copy of the Field Arrest/Summons form to the prisoner's admission or treatment forms.
 - b. Notify Safety Communications and provide them with the information needed to complete a Prisoner Information Report. The police communications supervisor will insure that a copy of this report is placed on the prisoner information board located in the patrol sergeant's office.
 - c. Insure that only hospital restraints are left on the prisoner. Police handcuffs or leg irons will not be left on a prisoner that is not guarded by an Akron police officer.

C. FEMALE AND JUVENILE PRISONERS

- 1. Female prisoners will not be transported with male prisoners unless they are participants in the same crime or the vehicle is equipped with dividers that provide separation.
- 2. Juvenile prisoners will not be transported with prisoners of the opposite sex or with an adult unless they are participants of the same crime and the wagon is equipped with dividers that provide separation. The only exception would be the parent or guardian of the juvenile.

3. Whenever possible, a juvenile's parent or guardian should be contacted and the juvenile released to that person. If the parent or guardian is not located, the juvenile shall be transported to the juvenile detention facility.

By Order Of,



Michael T. Matulavich
Chief of Police

Date October 19, 2007